

Solar P.V. Systems

B-7

REV: 7/8/20



City of Taylorsville
Building Department
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www.taylorsvilleut.gov



The timely issuance of building permits largely depends on the comprehensiveness of your application materials – i.e. your building permit application, plans, construction drawings, etc. The following information is intended to help you submit a complete and comprehensive application packet and to help expedite your plan review process. Please note that because every project is a bit different additional items may be required

Step 1: Apply for the Permit. You or your contractor will need to apply for a building permit prior to installing the P.V. array. These are the permit submittal requirements:

- 1, **Building Permit Application.** Log on to: www.taylorsvilleut.gov You will need to create an account, and provide some contact information. Please make sure to remember your password. Once the account is created, you'll need to tell us a little about your project.
- 2, **Plans and Drawings:** Please note that (2) copies of all drawings must be submitted with your application.
 - ☐ **Site Plan.** A site plan must be submitted with the application showing the location(s) the panels will be mounted to. For an example, see the "Typical Site Plan 009"
 - ☐ **Electrical schematic / one-line drawing.** A wiring schematic showing how the system will be installed. Please show how the panels are configured, all of the equipment associated with the installation, the size and location of subpanels/panels, any energy storage systems related to the project.
 - ☐ **Roof load** we'll need some verification that the roof system can handle additional loads, generally some documentation from an Engineer is the best way to show the roof suitable.
 - ☐ **Valuation** a document like a proposal, bid, contract, etc. that shows the value of the work will need to be submitted.

Step 2: Planning and Building Department Review. Your building permit application will be reviewed by the Planning and Building Departments for a compliance review. A staff planner will check building setbacks, building heights, and the location of the P.V. Array for zoning compliance. Your plans will also be reviewed by the Building Department for compliance with Building and Electrical codes. If your application does not comply with requirements of the zoning ordinance or building code, you will be notified of any required changes and the plans will be available for pickup from the City offices for correction. Plans must be resubmitted to the City after all required corrections have been made

Step 3: Inspection Process. Most Solar P.V. installations will require a final inspection in order to close the permit or have the "Net Meter" approved to be set. At a final inspection the installation will be reviewed to ensure it meets applicable codes and is installed according to approved plans. Some installations may require additional approvals from the Planning or Fire Department. After all agencies have approved the installation a clearance will be sent to the Electrical Utility Company, authorizing the "Net Meter" to be set. Your passing final inspection will trigger the closure of the permit.